

Communicates with other administrators, District personnel, and outside organizations to coordinate organizations to coordinate activities and programs, resolve issues and conflicts, and exchange information. **E**

Attends a variety of local, city, county, state, and federal meetings as assigned; attends conferences and workshops; and makes presentations and conducts assigned meetings. **E**

Knowledge of school business management including fiscal services, facilities, maintenance and operations, transportation, child nutrition, purchasing, warehousing, equipment inventory, and others as assigned. **E**

